

MINUTES OF THE MEETING OF THE  
CONTRACT REVIEW BOARD

8 June 1967

1. The meeting was called to order by Mr. John F. Blake. He explained that the minutes presented were not intended to report all the details brought out at the meeting but, rather, they were intended to provide a record of the highlights. There will not be a reading of the minutes but the comments of the members are solicited and welcomed. The minutes of the last meeting were accepted without comment.

2. The Board members were asked for their comments on the draft of Responsibilities and Authorities which was passed out at the 1 June 1967 meeting.

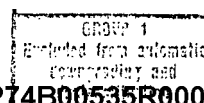
a. The general theme of the Board's comments was that the draft offered a scope of responsibilities and authorities which was both more substantive and more broad than they desired. The members rejected any language in the draft which might have permitted an entry into any planning aspects of procurement. Mr. Blake explained that there was no intention to enter into Directorate procurement planning but, in the sense used in the draft, this referred only to the contractual aspects and the implementation of the changes to be made in the Procurement System.

b. The Board members stressed that their idea of the Board's functions would be to review and recommend on the contractual aspects of procurement.

c. The Board members expressed a desire to remain completely divorced from any of the command channels, including commenting on manner of performance of contracting personnel. Mr. Blake explained that there is no intention for the Board to write fitness reports or the like. However, in order to provide the Director of Logistics with feedback on the status of the Procurement System, the Board may be required to conduct post reviews. Such feedback will be particularly important at the outset to insure that the new System operates smoothly and properly. These post reviews will also aid the Board in maintaining uniform procedures and practices throughout the Agency. It was explained that this could be accomplished without interfering in the administration of contracts, which would remain the responsibility and duty of the Directorates.

d. There was some discussion on when the Board should step into the procurement process. It was agreed that the Board should stay out until the procurement has received its highest required approval.

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e. The Board members expressed some concern over the definition and assignment of additional duties to the Board. Mr. Blake pointed out that it would be very difficult, if not impossible, at the outset to ascertain all of the future problem areas which might fall within the scope of the Board. Therefore, it would be impossible to state all the duties which might be assigned. Because the Board is advisory to the Director of Logistics, it is inherent that he might wish to ask opinions or request reviews that would give rise to additional duties.

f. Mr. Blake closed the discussion by pointing out that the Board had apparently taken a position on its responsibilities which was more narrow than that offered to it in the original draft. The consensus of the Board was to agree with this observation. Therefore, the draft will be rewritten to narrow the scope and a new draft will be presented at the next meeting.

3. The members were asked to present their requests for monetary Delegation of Authority and they were:

- a. DD/S&T -
- b. DD/P -
- c. DD/I - None (clarified to mean no change)
- d. DD/S - None

4. The statistics of DD/S&T and DD/P for research and development contracting were presented.

5. A presentation on the interim contract information system was presented by  of the Planning Staff, Office of Logistics. This presentation was followed by a brief introduction by  Chief, Support Services Staff, on the permanent system being prepared. A more detailed briefing will be given at a later meeting. 25X1

6. The Board members submitted their nominations for alternate Directorate members.

7. The members expressed a desire to postpone the next meeting if the draft of Responsibilities and Authorities is delayed. Mr. Blake stated that, if such postponement became necessary, the Board members would be notified as quickly as possible. The meeting was then adjourned.